

FUND TRANSFER REQUEST FORM

AGENCY 564		ORGANIZATION Waste + Renewables			LEGISTAR FILE #2026 FTR-010			
TRANSFER AMOUNT(S) FROM (Decrease Expenditure or Increase revenue)							CURRENT BALANCES	
Amount in Whole \$\$		Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance	
1	\$2,000,000.00	Site Infrastructure	SWSUSTAN	58639		\$11,500,000.00	\$1,749,770.00	
2								
3								
4								
	\$2,000,000.00	TRANSFER FROM TOTAL						
TRANSFER AMOUNT(S) TO (Increase Expenditure or Decrease Revenue)							CURRENT BALANCES	
Amount in Whole \$\$		Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance	
1	\$2,000,000.00	Waste Education Center	SWSUSTAN	51042		\$9,500,000.00	\$1,397,531.00	
2								
3								
4								
	\$2,000,000.00	TRANSFER TO TOTAL						
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)			APPROVALS					
Dane County Waste + Renewables went out for bid for RFB 326002 (Initial Building and Infrastructure Construction for Dane County's Sustainability Campus). The bid included four (4) Base Bids for each of the three buildings and the site infrastructure associated with the development. The awarded bidder mentioned that they had flipped Base Bid 1 and Base Bid 2 on 7/28/26. This funds transfer would correct the budget amount for the new accounts and update the PO and encumbrances accordingly. There would be no increase to the Contractor's PO as result of this FTR.				DATE	APPROVED	DENIED		
			Oversight Committee					
			Controller					
			County Executive					
			Finance Committee					
			Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.					